

Tollcross Housing Association Equality Impact Assessment

Name of the policy to be assessed	Homeworking Policy	Is this a new policy or a revision?	New
<p>Person(s) responsible for the assessment</p>	<p>Anne Fitzsimons, Corporate Services Director</p>		
<p>1. Briefly describe the aims, objectives and purpose of the policy / proposal</p>	<p>This document defines acceptable policy for users whilst using “<i>their own</i>” devices, systems and applications, for accessing, viewing, modifying and deleting Association held data and accessing its systems if their role requires them to access held data whilst away from the office, i.e. in remote offices or their home.</p> <p>It also sets out acceptable policy to comply with Data Protection Act 2018 / GDPR 2018, for users for accessing, viewing, modifying and deleting Tollcross Housing Association’s data and accessing its systems if your role requires you to access Tollcross Housing Association’s data whilst away from the office, i.e. in remote offices or your home.</p>		
<p>2. Who is intended to benefit from the policy / proposal? (e.g. applicants, tenants, staff, contractors)</p>	<p>Staff</p>		
<p>3. What outcomes are wanted from this policy / proposal? (e.g. the benefits to customers)</p>	<p>The Association wishes to be in a position to accommodate ad-hoc effective homeworking in a safe environment. In particular at this time during the Coronavirus (COVID-19) outbreak, the Association seeks to continue to provide essential services to its customers, whilst providing staff with clear guidance on how to operate safely in a home environment.</p>		
<p>4. Which protected characteristics could be affected by the proposal? (tick all that apply)</p> <p><input type="checkbox"/> Age <input type="checkbox"/> Marriage & Civil Partnership <input type="checkbox"/> Disability <input type="checkbox"/> Race <input type="checkbox"/> Pregnancy/Maternity</p> <p><input type="checkbox"/> Gender <input type="checkbox"/> Religion or Belief <input type="checkbox"/> Gender Reassignment <input type="checkbox"/> Sexual Orientation</p>			

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<p>5. If the policy / proposal is not relevant to any of the protected characteristics listed in part 4, state why and end the process here.</p> <p>We do not see this policy as having any direct impact upon the protected characteristics contained within the Equality Act 2010.</p>	
<p>6. Describe the likely impact(s) the policy / proposal could have on the groups identified in part 4</p>	
<p>7. What actions are required to address the impacts arising from this assessment? (<i>This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts</i>).</p>	

Signed: _____ (Job title): Corporate Services Director
(Responsible for Policy Review)

Signed: _____ (Job title): Chief Executive Officer
(Peer Review Confirmation)

Date the Equality Impact Assessment was completed: 20th April 2020

Please attach the completed document as an appendix to your proposal report